

PASCOAG UTILITY DISTRICT - BOARD OF UTILITY COMMISSIONERS

MEETING MINUTES

The regular meeting of the Pascoag Utility District Board of Utility Commissioners will be held on Monday, January 25, 2010 at 6:00 pm in the District office, Pascoag 253 Pascoag Main Street, Pascoag, RI.

Members Present: Chairman Albert Palmisciano, Vice-Chair Ann Polacek, Commissioners William Mageau, Thomas Partridge, Dennis Whitman, Brian Choiniere

Members Absent: Adrien Trudea-excused

Also in Attendance: Theodore Garille, General Manager; William Bernstein, General Counsel

Chairman Palmisciano opened the meeting at 6:03 pm.

1. Pledge of Allegiance

2. Public Comment

There were no comments.

3. Committee Comments

- By-Law Subcommittee-progress**

- **Finance Subcommittee-progress**

4. Good and Welfare of the District

A. PUC Data Request – Docket No. 1725

Ms. Allaire reviewed the customer shut off information. The average customer balance is around \$200.00. Ms. Allaire stated that there were no residential standard customers disconnected in the month of December due to the holidays and the low temperatures. Pascoag Utility District sent out 158 disconnection notices. Motion to receive and file made by Mr. Whitman seconded by Mr. Mageau. The vote in favor was unanimous.

B. NYPA Firm Hydro

Mr. Garille stated that there will be no reduction in firm hydro energy sales for the month of February. Motion to receive and file made by Mr. Mageau, seconded by Mr. Whitman. The vote in favor was unanimous.

C. Wind Power-Smithfield

Mr. Garille asked to withdraw this topic.

D. Thank You

There were several thank you notes to the Pascoag Utility District. One was from Well One, thanking PUD for a donation for their 100th anniversary booklet. There was a note from Ms. Louise Phaneuf thanking PUD for helping to decorate the streets for the holidays. There was also a letter from Representative Edwin Pacheco thanking the Board for negotiating lower rates for the residents of Pascoag and Harrisville. Motion to receive and file made by Mr. Mageau, seconded

by Mr. Whitman. The vote in favor was unanimous.

E. Holiday Donation/Food Drive

Ms. Allaire spoke about how Pascoag Utility District staff and Board members made donations to help families in Town pay electric bills. Pascoag Utility District also ran a holiday food drive and was able to donate four boxes of food to St. Vincent de Paul.

F. Trip to Washington DC

Mr. Garille, Mr. Guertin and Ms. Allaire will be attending APPA's legislative rally in Washington DC this February. They will be meeting with Senator Reed and Senator Whitehouse and Representative Langevin and Representative Kennedy as well.

G. Restricted Fund

Ms. Allaire stated that the District has allocated 1 million dollars into the Restricted Funds over the past several years.

5. Approval of Minutes

- Regular BUC Meeting-November 23, 2009
- Special Meeting- November 25, 2009
- Annual Meeting- December 14, 2009
- Reorganization Meeting- December 21, 2009
- Finance Subcommittee Meeting- January 5, 2010
- By-Law Subcommittee Meeting- January 5, 2010

Mr. Whitman made a motion to approve the minutes as submitted, seconded by Mr. Mageau. The vote in favor was unanimous.

6. Unfinished Business

- **09-17 Rural Development Funding Issue**

Mr. Garille stated that there was an issue that came up with USDA where Pascoag Utility District would no longer be qualified for funding with them due to the changing of regulations. PUD contacted Senator Reed and Senator Whitehouse and they worked to overturn this regulation.

- **09-19 Metering System for Water-Updates**

Mr. Guertin updated the Board on the timeline for the Water Meter Replacement project.

- **09-24 L'Energia- Letter of Intent**

Mr. Garille stated that the Board had empowered the General Manager to sign the Letter of Intent for L'Energia and that it had been sent.

- **09-30 Street Lighting Tariff Advice**

Mr. Bernstein stated that PUD had to file tariff advice for the street light issue.

7. New Business

- **10-01 Action Item: NPCC Reliability Mandates**

Mr. Choiniere made a motion that states, "The Board of Utility Commission of the Pascoag Utility District supports the concept of system reliability and accountability. The Board further supports adherence to all Standards and Reporting Requirements of both the North America Reliability Cooperation and the Northeast Power Coordinating Council." This was seconded by Mr. Partridge. The vote

in favor was unanimous.

- **10-02 Action Item: Changes to By-Laws**

- o **Mr. Choiniere made a motion to change article 1, section 1 of the by-laws to read, “Qualified voters” shall be eligible to vote and act in all meetings of the Pascoag Utility District. A “qualified voter” is defined as “....any person whose name appears on an active account with the Pascoag Utility District and who resides in the village of Pascoag or who owns property in the village of Pascoag”. This was seconded by Mr. Partridge. The vote in favor was unanimous.**

- o **Mr. Partridge made a motion that if rate payers names are not on an active electric or water account, they will not be allowed to vote. The deadline to add names to an electric or water account is the day of the Canvasser’s meeting. This was seconded by Ms. Polacek. The vote in favor was unanimous.**

- o **Mr. Partridge made a motion that any candidate, who wishes to withdraw their candidacy, must do so ten days prior to the Annual meeting in writing. This was seconded by Mr. Choiniere. The vote in favor was unanimous.**

- o **Mr. Partridge made a motion to require all voters to present a valid photo ID when they arrive to vote. This was seconded by Mr.Choiniere. The vote in favor was unanimous.**

- o **Mr. Partridge made a motion for the Board of Utility Commissioners to go to five Board members by means of attrition. This was seconded by Mr. Choiniere. The vote in favor was unanimous.**

o Mr. Whitman made a motion to add an (s) to the end of the word General Manager in the By-Laws so it would give the District the potential to have two General Managers. Mr. Mageau seconded this. There were three in favor (Mr. Whitman, Mr. Mageau and Ms. Polacek) and two against the motion (Mr. Partridge and Mr. Choiniere.) Chairman votes in favor of the change.

- **10-03 Action Item: Changes to Charter**

o Mr. Whitman made a motion to make a change to the Charter that states, “The members of the Board of Utility Commissioners, Moderator, or Clerk shall be residents of the village of Pascoag. Such residents of the village of Pascoag, whose name appears on an active account with Pascoag Utility District, shall be eligible to run for election to the Board of Utility Commissioners, Moderator or Clerk. This was seconded by Ms. Polacek. The vote in favor was unanimous.

o Mr. Whitman made a motion to make a change to the Charter that states, “In the event of a vacancy occurring on the Board of Utility Commissioners, Moderator or Clerk by reason of death, resignation, or other cause, the Board itself may select an eligible candidate to fill the vacancy until the next annual election.” Mr. Mageau seconded the motion. The vote in favor was unanimous.

- **10-04 Property Revenue**

Mr. Guertin stated that a company had approached the District and wanted to buy their old transformers. This was a great opportunity for the District because old transformers are considered hazardous

waste and have to be paid to be disposed of. The company offered to buy the old transformers and the District was able to purchase a sander for the back of one of the trucks to help better maintain the parking lots in the winter.

- **10-05 Action Item: NIMS Adoption**

Mr. Choiniere made a motion to approve the NIMS Adoption that states:

WHEREAS, the President in Homeland Security Directive (HSPD)-5, directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach to Federal, State, local and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity; and

WHEREAS, the collective input and guidance from all Federal, State, local and tribal homeland security partners has been, and will continue to be, vital to the development, effective implementation and utilization of a comprehensive NIMS, and

WHEREAS, to facilitate the most efficient and effective incident management it is critical that Federal, State, local and tribal organizations utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualifications standards, uniform standards for planning, training, and exercising, comprehensive resource management and

designated incident facilities during emergencies or disasters; and
WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the District's ability to utilize federal funding to enhance local and state agency readiness, maintain first responder safety, and streamline incident management processes; and

WHEREAS, the Incident Command System components of NIMS are already an integral part of various incident management activities throughout the District, including current emergency management training programs; and

WHEREAS, the National Commission of Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command System.

NOW THEREFORE BE IT RESOLVED BY THE PASCOAG UTILITY DISTRICT BOARD OF UTILITY COMMISSIONERS: That the National Incident Management System (NIMS) is hereby established as the District standard for incident management.

This was seconded by Mr. Partridge. The vote in favor was unanimous.

8. Financial Reports

A. Electric Department- November 2009

B. Water Department- December 2009

Ms. Allaire went over the water and electric reports for December 2009.

Motion to receive and file the water department financial reports made by Mr. Whitman, seconded by Mr. Mageau the vote in favor was

unanimous.

Motion to receive and file the electric department financial reports made by Mr. Choiniere, seconded by Mr. Partridge. The vote in favor was unanimous.

9. Executive Session

To go into Executive Session for the purpose of expenditure of public funds

pursuant to R.I.G.L 42-46-5(a)(7). The minutes of said meeting shall remain confidential for as long as necessary pursuant to RIGL 42-46-5, until a majority of the Board shall vote to open said minutes as provided for and subject to the open meeting law.

Mr. Partridge made a motion to go into Executive Session at 738 PM, seconded by Mr. Choiniere. The vote in favor was unanimous.

9. Adjournment

Mr. Partridge made a motion to adjourn, which was seconded by Mr. Whitman. The vote in favor was unanimous. Chairman Palmisciano adjourned the meeting at 8:01 pm.

Brian Choiniere, Secretary

Board of Utility Commissioners

Desarae Downs, Recording Secretary